



# CITY OF LODI

## COUNCIL COMMUNICATION

**AGENDA TITLE:** Adopt Resolution Authorizing the Community Development Department Director to Submit the Code Enforcement Incentive Grant Application to the State Department of Housing and Community Development Department.

**MEETING DATE:** December 20, 2000

**PREPARED BY:** Community Development Director

**RECOMMENDED ACTION:** That the City Council adopt the attached resolution authorizing the Community Development Director to submit the Code Enforcement Incentive Grant Application to the State Department of Housing and Community Development Department.

**BACKGROUND INFORMATION:** The State of California Department of Housing and Community Development has put out a Notice of Funding Availability (NOFA) for a Code Enforcement Incentive Program (CEIP) Grant, which will make matching funds available to local jurisdictions to increase code enforcement staffing.

AB 1382, authored by Assemblyman Alan Lowenthal, has made \$2,500,000 in funding available to local jurisdictions on a competitive basis for the CEIP for a term of three years. This funding must be used to increase staffing dedicated to local building enforcement efforts, which includes code enforcement inspection staff and support personnel from other departments or agencies, such as outside legal counsel to supplement the City's prosecutorial staff. Eligible uses of funds also includes program costs related to the increase in staffing in those departments and agencies. The funding must be in addition to existing funding for code enforcement including program costs related to any increase in staffing.

Enforcement activities must be conducted within areas identified to be populated with high percentages of lower income households with significant numbers of deteriorated housing stock containing reported or suspected housing code violations. The CEIP also requires that the City identify and prosecute owners with habitual, repeated multiple code violations that have remained unabated beyond the period required for abatement.

Applications must be submitted by December 18, 2000. The department is allowing us to submit our resolution after the deadline. Should the Council decide not to move forward, the application will not proceed. The State Housing and Community Development Department will review applications and make grant awards in January or February of 2001.

**APPROVED:**

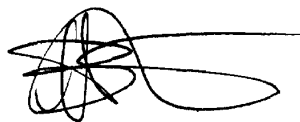
  
H. Dixon Flynn -- City Manager

**FUNDING:** The minimum grant amount to be awarded is \$150,000 and the maximum award amount is \$1,000,000 for the three-year period. What follows is an estimation of costs associated with the increase in staffing and program costs related to the increase in staffing.

The program requires that the City provide cash or in-kind local match of at least 25 percent of the total program cost during the first year, at least 50 percent of the total annual program cost during the second year, and at least 75 percent of the total annual program cost during the third year. The split between City matching funds and the CEIP grant amounts for each year is indicated in the last two rows of the table below. These City matching funds could be funded from Community Development Block Grant, Redevelopment and/or General fund sources.

*Estimated Program Costs*

	YEAR 1	YEAR 2	YEAR 3	Totals
Contract Code Enforcement Services	\$60,000.00	\$60,000.00	\$60,000.00	\$180,000.00
Contract Legal Services	\$60,000.00	\$40,000.00	\$20,000.00	\$120,000.00
Equipment, Supplies and Materials Costs	\$54,000.00	\$10,000.00	\$10,000.00	\$74,000.00
Facility Rental Costs	\$2,400.00	\$2,400.00	\$2,400.00	\$7,200.00
<b>Yearly Program Totals</b>	<b>\$176,400.00</b>	<b>\$112,400.00</b>	<b>\$92,400.00</b>	<b>\$381,200.00</b>
CEIP Grant Funds	\$132,300.00	\$56,200.00	\$23,100.00	<b>\$211,600.00</b>
City Matching Funds	\$44,100.00	\$56,200.00	\$69,300.00	<b>\$169,600.00</b>



Konradt Bartlam  
Community Development Director

Prepared by Community Improvement Manager Joseph Wood

KB/jw

Attachment

APPENDIX "A"

SAMPLE RESOLUTION

CODE ENFORCEMENT INCENTIVE PROGRAM (CEIP)

THE CITY COUNCIL OF

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HEREBY AUTHORIZES THE SUBMITTAL OF A GRANT APPLICATION, THE INCURRING OF AN OBLIGATION, THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO, AND ANY OTHER DOCUMENTS NECESSARY TO SECURE A CEIP GRANT FROM THE STATE OF CALIFORNIA.

WHEREAS

- A. \_\_\_\_\_ (*name of applicant*)  
(hereinafter referred to as "City") is a public entity established under the laws of California and empowered to enter into an agreement to receive State funds to promote code enforcement efforts and to commit to providing annual matching funds or reserves.
- B. The California Department of Housing and Community Development (hereinafter referred to as the "State") is authorized to make grants to assist with code enforcement efforts.
- C. The City wishes to obtain from the State a grant for assisting with code enforcement activities and intends to offer matching funds and resources as identified in its application.

IT IS NOW RESOLVED THAT:

1. The City may submit to the State an application for a CEIP grant for use in the City.
2. If the application is approved, the City is hereby authorized to incur an obligation to provide matching funds or resources in any amount not less from the amount approved by the State and to enter into a grant agreement with the State for the purposes set forth in the application and approved by the State. It also may execute a contract and other instruments necessary or required by the State to govern and secure the match obligation, the performance obligation, and the state funding commitment.
3. The City is further authorized to request amendments, including, but not limited to funding increases in amounts up to amounts approved by the State, and to execute any and all documents required by the State to govern and secure these amendments.

4. The City authorizes \_\_\_\_\_ (*name(s) of officer(s) authorized*) to execute in the name of the City, the application and the agreement, and other instruments necessary or required by the State for the making and securing of the grant, and any amendments thereto.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

BY THE FOLLOWING VOTE:

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_ ABSENT: \_\_\_\_\_

CERTIFICATION:

The undersigned \_\_\_\_\_ Secretary of the City Council here before named does hereby attest and certify that the foregoing is a true and full copy of a resolution of the City Council adopted at a duly convened meeting on the date above-mentioned, which has not been altered, amended, or repealed.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

NOTES:

1. This is intended to be a model for resolutions authorizing grant applications. Applicants may use their own format if they contain substantially all the authorizations in the model.
2. This model uses language appropriate to a city. Other government agencies may want to substitute more appropriate terminology for them.
3. The person attesting to the vote and certifying the resolution may not be a person authorized by the resolution to execute documents.

RESOLUTION NO. 2000-225

A RESOLUTION OF THE LODI CITY COUNCIL AUTHORIZING THE  
COMMUNITY DEVELOPMENT DEPARTMENT DIRECTOR TO SUBMIT A  
CODE ENFORCEMENT INCENTIVE GRANT APPLICATION TO THE STATE  
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DEPARTMENT

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WHEREAS, the State of California Department of Housing and Community Development has released a Notice of Funding Availability for a Code Enforcement Incentive Program (CEIP) Grant, which will make matching funds available to local jurisdictions to increase code enforcement staffing; and

WHEREAS, AB1382 has made \$2,500,000 in funding available to local jurisdictions on a competitive basis for the CEIP for a term of three years. This funding must be used to increase staffing dedicated to local building enforcement efforts, which includes code enforcement inspection staff and support personnel from other departments or agencies, such as outside legal counsel to supplement the city's prosecutorial staff. Eligible uses of funds also include program costs related to the increase in staffing in those departments and agencies. The funding must be in addition to existing funding for code enforcement including program costs related to any increase in staffing; and

WHEREAS, enforcement activities must be conducted within areas identified to be populated with high percentages of lower income households with significant numbers of deteriorated housing stock containing reported or suspected housing code violators. The CEIP also requires that the City identify and prosecute owners with habitual, repeated multiple code violations that have remained unabated beyond the period required for abatement;

WHEREAS, the minimum grant amount to be awarded is \$150,000.00 and the maximum award amount is \$1,000,000.00 for the three-year period. The program requires that the City provide cash or in-kind local matching funds of at least 25 percent of the total program cost during the first year, 50 percent of the total annual program cost during the second year, and at least 75 percent of the total annual program cost during the third year.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lodi does hereby authorize the Community Development Department Director to submit the Code Enforcement Incentive Grant Application to the State Department of Housing and Community Development Department; and

BE IT FURTHER RESOLVED that the City Council further authorizes City matching funds be derived from the following sources: Community Development Block Grant, Redevelopment and/or General fund.

Dated: December 20, 2000

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I hereby certify that Resolution No. 2000-225 was passed and adopted by the City Council of the City of Lodi in a regular meeting held December 20, 2000 by the following vote:

AYES: COUNCIL MEMBERS – Hitchcock, Howard, Land, Pennino and Mayor Nakanishi

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None



SUSAN J. BLACKSTON  
City Clerk